

CO-OPERATIVE FEDERATION OF VICTORIA LTD

MINUTES OF BOARD MEETING

held at Victorian Producers' Co-operative Co., Brooklyn on

WEDNESDAY 16 FEBRUARY 1994

13/94 PRESENT:

Board of Directors

J. Gill (Chairman)
S. Cheney
U. Hughes
D. McMullan
K. D'Neill
I. Rieathorn
D. Ryan

A. Gill (Secretary)

14/94 APOLOGIES:

J. Evans, J. Gaundens

Resolved

"The apologies are accepted."

15/94 MINUTES PREVIOUS MEETING:

Meeting 2 December 1993

Resolved

"That the minutes of the board meeting held on 2 December, 1993 be confirmed as a true and correct record of that meeting and be duly signed by the chairman."

Meeting 14 January 1994

The chairman advised that the word "provide" in minute 5/94 should read "develop".

Resolved

"That the minutes as amended of the board meeting held on 14 January, 1994 be confirmed as a true and correct record of that meeting and be duly signed by the chairman."

16/94 BUSINESS ARISING FROM PREVIOUS MINUTES:

IOOF Fixed Term Deposit

The secretary advised that surplus funds of \$6441.09 has been deposited at IOOF Building Society Ballarat at an interest rate of 5% for a term of 180 days, maturing on 11 June 1994.

Objectives of Federation

The chairman expressed the need for the board to further develop strategies to achieve the Federation's objectives.

17/94 CORRESPONDENCE:

The secretary tabled incoming and outgoing correspondence for the period 2 December, 1993 to 15 February, 1994.

The secretary advised that letters dated 17 January, 1994 and 15 February, 1994 were received from Mr. Stephen O'Rourke and Mr. James Saunders respectively advising of their intention to resign as directors of the Federation.

"That incoming correspondence be received and outgoing correspondence be approved."

18/94 RESIGNATION OF DIRECTORS:

Mr. Saunders

The secretary advised that the Act requires one month's notice in writing of a directors' intention to resign. Directors agreed that the matter be considered at the next board meeting.

Mr. O'Rourke

The secretary advised that Mr O'Rourke has given the prescribed one month's notice of his intention to resign as a director.

Resolved

"The board accepts the resignation of Mr. O'Rourke with regret."

The board asked the secretary to follow up replacements for Messrs O'Rourke and Saunders from their co-operatives.

19/94 MEMBERSHIP:

Applications for membership

The secretary advised that one application for membership has been received.

Resolved

"That the following co-operative be approved for membership of the Federation and the accompanying shares allotted:

<u>Co-operative</u>	<u>Shares</u>
Macaulay Community Credit Co-operative Ltd	356 to 360"

Member delegate

The secretary advised that the aforementioned co-operative has nominated Mr. Greg Maloney as its member delegate.

Resolved

"That the Mr. Maloney be accepted as member delegate pursuant to the rules."

20/94 FINANCE REPORT:

Profit and loss statement for January, 1994

The statement was received by directors.

Bank balance

The secretary advised of the following balances held at the Commonwealth Bank as at 9 February, 1994:

General Funds - \$19,586.04

Reichstein - \$ 4,050.03

TOTAL - \$23,639.07

The board asked the secretary to follow up term deposit rates for uncommitted funds.

Accounts Payable

The secretary tabled the following accounts for payment.

<u>Payee</u>	<u>Purpose</u>	<u>Amount \$</u>
Anthony Gill	Consultant's fees, Jan/94 and telephone expenses Oct '93	1594.04
Anthony Gill	Fee - legislation services	350.00
Daylesford Video	Photocopy/fax January 1994	42.30
C. Dichenia	Services - Vic Co-op News	145.00
Telecom Australia	Telephone calls 1 Nov - 23 Dec '93	151.06
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		TOTAL \$2,292.40

Resolved

"That the accounts as presented be approved for payment."

The board asked the secretary to add a column to the profit and loss statement indicating when accounts payable were posted to the statement.

Consultant's Services

The board asked the secretary to table at the next board meeting a breakdown of tasks performed by time for secretarial duties.

31/94 STATE GOVERNMENT REPORT:

Meeting with Victorian Attorney-General

The chairman gave a report on the December meeting with Mrs Wade MP.

Legislation

The secretary advised that the cost of a copy of the NSW Co-operatives Act, amendments and the regulations (including postage) was \$49.50. After consulting the chairman, the secretary did not order 10 copies as previously requested on cost grounds. The secretary did, however, obtain one free copy from the NSW Registrar of Co-operatives.

The board considered a paper prepared by the secretary on the broad issues associated with the NSW Co-operatives Act.

Resolved

"That the secretary prepare a paper on recommended amendments to the NSW Act, bringing together desirable clauses of previous Victorian proposals, except those sections in the Act that may require legal advice."

"That a committee comprising Messrs Chenery, Gill, Ryan and the secretary be established to consider the recommendations on the NSW Co-operatives Act."

"That Mr. Brian Macintosh be invited to attend committee meetings, and for his travel costs to be reimbursed by the Federation."

"That the secretary be paid \$600.00 for the preparation of the paper and attendance at meetings of the committee."

"That the secretary liaise with the chairman in preparing a list of tasks and budget for pursuing a new Act with the State Government."

Mr. Ryan offered to arrange for the photocopy, in A3 size, of the agreed contentious sections of the NSW Act.

Mr. McMullan suggested that any legal advice required could be arranged by one of the larger co-operatives.

Submission to the Department of Justice

The secretary tabled a draft funding submission to the Department.

Directors suggested minor amendments to the submission.

Resolved

"That the preparation of the submission be included as a task within the current contract with the secretary."

22/94 SECRETARY'S REPORT:

Activities

A report on the activities of the secretary for the months of December, 1993 and January, 1994 was tabled.

Victorian Co-operative News

The secretary advised that the first edition of The Victorian Co-operative News has been completed and is currently with a printer.

The secretary tabled a paper summarising the tasks performed in preparing the first edition and the estimated cost of \$500.00 for printing 200 copies and distributing the first edition by normal post.

The secretary tabled a paper on the estimated costs of producing further editions of the Victorian Co-operative News.

23/94 GENERAL BUSINESS:

National Co-operatives Council

The secretary advised that a paper has been prepared on the options for the structure of a national co-operatives body, and once the paper is to hand, will forward same to directors.

The board agreed to defer consideration of the matter to the next board meeting.

Asia Pacific Co-operative Training Centre

The chairman gave a report on the activities of the Centre.

Directors discussed the activities of, and a possible relationship with the Centre.

The board agreed that the Federation was not in a position to undertake training, and to work with the Centre to ensure the development of appropriate training programs.

Resolved

"That the secretary write to the Centre outlining the broad issues as discussed and to offer the Federation to be a reference group to the Centre."

The board asked the secretary to forward the objectives etc of the Centre to directors.

Electric Co-operatives Project

The secretary advised that a letter was received from David Griffiths seeking the Federation's assistance in promoting electric co-operatives to the State Government.

The board agreed in principle to write to the Minister for Minerals and Energy on electric co-operatives subject to consideration of an information kit being prepared by Mr. Griffiths.

The secretary advised of a further letter received from Mr. Griffiths seeking in principle approval to pay certain accounts.

Resolved

"The board agreed, in principle, for the payment of the following items of expenditure subject to presentation of receipts and their being met within the budget:

(a) Up to \$1,200 for printing of Orbost Power Co-operative conference report;

(b) \$250.00 for telephone calls

(c) \$100.00 for paper and ink."

Recognition of retiring directors and others

The board agreed to defer the matter to the next board meeting.

24/94 MEETING TIMETABLE:

Resolved

"That the next ordinary meeting of the board be held on Wednesday 14 March, 1994 at VPD Wool Store, Brooklyn commencing at 10.30 a.m."

"That the board meet on the second Wednesday of each month up to and including June 1994, and for future meeting dates to be reviewed at the June board meeting."

25/94 CLOSE:

The meeting closed at 1.00 p.m.

Signed:  (Chairman)

Date: 16/8/94